1 A bill to be entitled 2 An act relating to the review of the Department of 3 Management Services under the Florida Government 4 Accountability Act; amending ss. 11.13, 17.28, 26.51, 5 27.5301, 27.705, and 110.107, F.S.; establishing a single 6 pay period for state officers, employees, and other 7 personal services staff; conforming provisions; amending 8 s. 14.204, F.S.; amending a cross-reference; reenacting s. 9 20.22, F.S., relating to the creation and organization of 10 the Department of Management Services; repealing s. 11 110.113, F.S., relating to pay periods for state officers and employees and salary payments by direct deposit; 12 repealing s. 110.123(13), F.S., relating to creation and 13 14 duties of the Florida State Employee Wellness Council; 15 amending s. 111.045, F.S.; providing that the salary of 16 specified officers may be payable monthly under certain conditions; amending s. 120.54, F.S.; requiring a 17 petitioner requesting an administrative hearing to include 18 19 the petitioner's e-mail address; requiring the request for administrative hearing by a respondent to include the e-20 21 mail address of the party's counsel or qualified 22 representative; creating s. 120.585, F.S.; requiring the 23 filing of documents with the Division of Administrative Hearings by electronic means; providing an exception under 24 certain conditions; amending ss. 57.111, 120.56, 120.569, 25 120.57, 553.73, and 961.03, F.S.; providing for electronic 26 27 filing and transmission procedures for certain actions, 28 proceedings, and petitions; conforming provisions to

Page 1 of 37

PCB GAAC 10-05.DOCX

changes made by the act; amending s. 287.05721, F.S.; deleting the definition of the term "council"; repealing s. 287.0573, F.S., relating to the Council on Efficient Government; amending s. 287.0574, F.S.; conforming provisions to changes made by this act; amending s. 287.0943, F.S.; deleting provisions establishing the Minority Business Certification Task Force, requiring that criteria for the certification of minority business enterprises be approved by the task force, and authorizing the task force to amend the statewide and interlocal agreement for the certification of minority business enterprises; amending s. 287.0947, F.S.; authorizing the Secretary of Management Services to establish the Florida Advisory Council on Small and Minority Business Development for certain purposes; amending s. 440.192 and 440.25, F.S.; providing and revising procedures for filing petitions for benefits and other documents in workers' compensation benefits proceedings to provide for electronic filing and transmission; amending s. 440.29 and 440.45, F.S.; authorizing the Office of the Judges of Compensation Claims to adopt rules for certain purposes; reenacting s. 760.03(1), F.S., relating to creation of the Commission on Human Relations; providing an effective date.

53

29

30

31

32

33

34

35

36

37

38

39

40

41 42

43

44

45

46

47

48

49

50

51

52

Be It Enacted by the Legislature of the State of Florida:

Section 1. Paragraph (a) of subsection (1) of section 11.13, Florida Statutes, is amended to read:

- 11.13 Compensation of members.-
- (1) (a) The annual salaries of members of the Senate and House of Representatives, payable in accordance with s. 17.28 ± 20 equal monthly installments, shall be:
- 1. The President of the Senate and Speaker of the House of Representatives, \$25,000 each.
- 2. All other members of the Senate and House of Representatives, \$18,000 each.
- Section 2. Paragraph (d) of subsection (4) of section 14.204, Florida Statutes, is amended to read:
- 14.204 Agency for Enterprise Information Technology.—The Agency for Enterprise Information Technology is created within the Executive Office of the Governor.
- (4) The agency shall have the following duties and responsibilities:
- (d) Plan and establish policies for managing proposed statutorily authorized enterprise information technology services, which includes:
- 1. Developing business cases that, when applicable, include the components identified in s. 287.0574;
 - 2. Establishing and coordinating project-management teams;
- 3. Establishing formal risk-assessment and mitigation processes; and
- 4. Providing for independent monitoring of projects for recommended corrective actions.

Page 3 of 37

Section 3. Section 17.28, Florida Statutes, is amended to read:

- 17.28 Pay periods for state officers, employees, and other personal services staff; salary payments by direct deposit Chief Financial Officer may authorize biweekly salary payments.
- (1) The pay period for salaries of state officers, employees, and other personal services staff shall be monthly. All state officers, employees, and other personal services staff shall be compensated based on the same pay period dates. The Department of Financial Services shall issue monthly salary payments by state warrants or by direct deposit pursuant to s. 17.076.
- (2) As a condition of employment, a person appointed to a position in state government is required to participate in the direct deposit program pursuant to s. 17.076. An employee may request an exemption from the provisions of this subsection when such employee or other personal services staff member can demonstrate a hardship. The Chief Financial Officer may permit biweekly salary payments to personnel upon written request by a specific state agency. The Chief Financial Officer shall adopt reasonable rules to carry out the intent of this section.
- Section 4. Section 20.22, Florida Statutes, is reenacted.

 Section 5. Section 26.51, Florida Statutes, is amended to read:
- 26.51 Salaries of circuit judges; payment.—The salaries of circuit judges to be paid by the state shall be paid in accordance with s. 17.28 equal monthly installments.

Page 4 of 37

110	Sect	ion	6.	Subse	ections	(1)	and	(3)	of	section	27.5	301,
111	Florida S	Statu	tes,	are	amended	to	read	l :				

- 27.5301 Salaries of public defenders, assistant public defenders, criminal conflict and civil regional counsel, and assistant regional counsel.—
- (1) The salaries of public defenders shall be as provided in the General Appropriations Act and shall be paid in accordance with s. 17.28 equal monthly installments.
- (3) The salary of the criminal conflict and civil regional counsel shall be as provided in the General Appropriations Act and shall be paid in accordance with s. 17.28 equal monthly installments.
- Section 7. Subsection (1) of section 27.705, Florida Statutes, is amended to read:
- 27.705 Salaries of capital collateral regional counsel and assistant capital collateral counsel.—
- (1) Each capital collateral regional counsel shall be paid a salary by the state, which shall be as provided in the General Appropriations Act and shall be paid in accordance with s. 17.28 equal monthly installments.
- Section 8. Paragraph (b) of subsection (4) of section 57.111, Florida Statutes, is amended to read:
- 57.111 Civil actions and administrative proceedings initiated by state agencies; attorneys' fees and costs.—
- 134 (4)

112

113

114

115

116

117

118

119

120

121

122123

124

125

126

127

128

129

130

131

132

133

135

136

137

(b)1. To apply for an award under this section, the attorney for the prevailing small business party must submit an itemized affidavit to the court which first conducted the

Page 5 of 37

PCB GAAC 10-05.DOCX

adversarial proceeding in the underlying action, or $\underline{\text{by}}$							
electronic means through the division's website to the Division							
of Administrative Hearings $\underline{{}_{\!\boldsymbol{\prime}}}$ which shall assign an administrative							
law judge $_{7}$ in the case of a proceeding pursuant to chapter 120,							
which affidavit shall reveal the nature and extent of the							
services rendered by the attorney as well as the costs incurred							
in preparations, motions, hearings, and appeals in the							
proceeding.							

- 2. The application for an award of attorney's fees must be made within 60 days after the date that the small business party becomes a prevailing small business party.
- Section 9. Subsections (6) and (7) of section 110.107, Florida Statutes, are amended to read:
 - 110.107 Definitions.—As used in this chapter, the term:
- (6) "Full-time position" means a position authorized for the entire normally established work period in accordance with s. 17.28, daily, weekly, monthly, or annually.
- (7) "Part-time position" means a position authorized for less than the entire normally established work period <u>in</u> accordance with s. 17.28, daily, weekly, monthly, or annually.
- Section 10. <u>Section 110.113, Florida Statutes, is repealed.</u>
- Section 11. <u>Subsection (13) of section 110.123, Florida</u>

 161 <u>Statutes, is repealed.</u>
- Section 12. Section 111.045, Florida Statutes, is amended, to read:
- 164 111.045 Salaries of officers payable upon requisition.—The 165 salary of every officer holding a county, municipal, or school

Page 6 of 37

PCB GAAC 10-05.DOCX

138

139140

141

142

143

144

145

146

147

148

149150

151

152

153

154

155

156

157

158

159

or other district office or position shall be payable monthly upon his or her own requisition.

Section 13. Paragraph (b) of subsection (5) of section 120.54, Florida Statutes, is amended to read:

120.54 Rulemaking.-

166

167

168

169

170

171

172

173

174

175

176

177

178

179

180

181

182

183

184

185

186

187

188189

190

191

192

193

- (5) UNIFORM RULES.—
- (b) The uniform rules of procedure adopted by the commission pursuant to this subsection shall include, but are not limited to:
- 1. Uniform rules for the scheduling of public meetings, hearings, and workshops.
- Uniform rules for use by each state agency that provide procedures for conducting public meetings, hearings, and workshops, and for taking evidence, testimony, and argument at such public meetings, hearings, and workshops, in person and by means of communications media technology. The rules shall provide that all evidence, testimony, and argument presented shall be afforded equal consideration, regardless of the method of communication. If a public meeting, hearing, or workshop is to be conducted by means of communications media technology, or if attendance may be provided by such means, the notice shall so state. The notice for public meetings, hearings, and workshops utilizing communications media technology shall state how persons interested in attending may do so and shall name locations, if any, where communications media technology facilities will be available. Nothing in this paragraph shall be construed to diminish the right to inspect public records under chapter 119. Limiting points of access to public meetings,

Page 7 of 37

PCB GAAC 10-05.DOCX

hearings, and workshops subject to the provisions of s. 286.011 to places not normally open to the public shall be presumed to violate the right of access of the public, and any official action taken under such circumstances is void and of no effect. Other laws relating to public meetings, hearings, and workshops, including penal and remedial provisions, shall apply to public meetings, hearings, and workshops conducted by means of communications media technology, and shall be liberally construed in their application to such public meetings, hearings, and workshops. As used in this subparagraph, "communications media technology" means the electronic transmission of printed matter, audio, full-motion video, freeze-frame video, compressed video, and digital video by any method available.

- 3. Uniform rules of procedure for the filing of notice of protests and formal written protests. The Administration Commission may prescribe the form and substantive provisions of a required bond.
- 4. Uniform rules of procedure for the filing of petitions for administrative hearings pursuant to s. 120.569 or s. 120.57. Such rules shall require the petition to include:
- a. The identification of the petitioner, including the petitioner's e-mail address, if any, for the transmittal of subsequent documents by electronic means.
- b. A statement of when and how the petitioner received notice of the agency's action or proposed action.
- c. An explanation of how the petitioner's substantial interests are or will be affected by the action or proposed

Page 8 of 37

222 action.

- d. A statement of all material facts disputed by the petitioner or a statement that there are no disputed facts.
- e. A statement of the ultimate facts alleged, including a statement of the specific facts the petitioner contends warrant reversal or modification of the agency's proposed action.
- f. A statement of the specific rules or statutes that the petitioner contends require reversal or modification of the agency's proposed action, including an explanation of how the alleged facts relate to the specific rules or statutes.
- g. A statement of the relief sought by the petitioner, stating precisely the action petitioner wishes the agency to take with respect to the proposed action.
- 5. Uniform rules for the filing of request for administrative hearing by a respondent in agency enforcement and disciplinary actions. Such rules shall require a request to include:
- a. The name, address, <u>e-mail address</u>, and telephone number of the party making the request and the name, address, <u>e-mail address</u>, and telephone number of the party's counsel or qualified representative upon whom service of pleadings and other papers shall be made;
- b. A statement that the respondent is requesting an administrative hearing and disputes the material facts alleged by the petitioner, in which case the respondent shall identify those material facts that are in dispute, or that the respondent is requesting an administrative hearing and does not dispute the material facts alleged by the petitioner; and

Page 9 of 37

c. A reference by file number to the administrative complaint that the party has received from the agency and the date on which the agency pleading was received.

253

254

255

256

257

258

259

250

251

252

The agency may provide an election-of-rights form for the respondent's use in requesting a hearing, so long as any form provided by the agency calls for the information in subsubparagraphs a. through c. and does not impose any additional requirements on a respondent in order to request a hearing, unless such requirements are specifically authorized by law.

260 261

262

263

264

Uniform rules of procedure for the filing and prompt disposition of petitions for declaratory statements. The rules shall also describe the contents of the notices that must be published in the Florida Administrative Weekly under s. 120.565, including any applicable time limit for the filing of petitions to intervene or petitions for administrative hearing by persons

Provision of a method by which each agency head shall

265 266

whose substantial interests may be affected.

267 268

269 course of its operations. The rules shall require that the statement concerning the agency's organization and operations be

270 271

272 273

274

275 276

277

Uniform rules establishing procedures for granting or denying petitions for variances and waivers pursuant to s. 120.542.

provide a description of the agency's organization and general

- Section 14. Paragraphs (c) and (d) of subsection (1) of section 120.56, Florida Statutes, are amended to read:
 - 120.56 Challenges to rules.-

published on the agency's website.

Page 10 of 37

PCB GAAC 10-05.DOCX

7.

- (1) GENERAL PROCEDURES FOR CHALLENGING THE VALIDITY OF A RULE OR A PROPOSED RULE.—
- The petition shall be filed by electronic means with the division, which shall, immediately upon filing, forward by electronic means copies to the agency whose rule is challenged, the Department of State, and the committee. Within 10 days after receiving the petition, the division director shall, if the petition complies with the requirements of paragraph (b), assign an administrative law judge who shall conduct a hearing within 30 days thereafter, unless the petition is withdrawn or a continuance is granted by agreement of the parties or for good cause shown. Evidence of good cause includes, but is not limited to, written notice of an agency's decision to modify or withdraw the proposed rule or a written notice from the chair of the committee stating that the committee will consider an objection to the rule at its next scheduled meeting. The failure of an agency to follow the applicable rulemaking procedures or requirements set forth in this chapter shall be presumed to be material; however, the agency may rebut this presumption by showing that the substantial interests of the petitioner and the fairness of the proceedings have not been impaired.
- (d) Within 30 days after the hearing, the administrative law judge shall render a decision and state the reasons therefor in writing. The division shall forthwith transmit by electronic means copies of the administrative law judge's decision to the agency, the Department of State, and the committee.
- Section 15. Paragraph (a) of subsection (2) of section 120.569, Florida Statutes, is amended to read:

Page 11 of 37

PCB GAAC 10-05.DOCX

278

279

280

281

282

283

284

285

286

287

288

289

290

291

292

293

294

295

296

297

298

299

300

301

302

303

304

305

120.569 Decisions which affect substantial interests.-(2)(a) Except for any proceeding conducted as prescribed in s. 120.56, a petition or request for a hearing under this section shall be filed with the agency. If the agency requests an administrative law judge from the division, it shall so notify the division by electronic means through the division's website within 15 days after receipt of the petition or request. A request for a hearing shall be granted or denied within 15 days after receipt. On the request of any agency, the division shall assign an administrative law judge with due regard to the expertise required for the particular matter. The referring agency shall take no further action with respect to a proceeding under s. 120.57(1), except as a party litigant, as long as the division has jurisdiction over the proceeding under s. 120.57(1). Any party may request the disqualification of the administrative law judge by filing an affidavit with the division prior to the taking of evidence at a hearing, stating the grounds with particularity.

Section 16. Paragraph (d) of subsection (3) of section 120.57, Florida Statutes, is amended to read:

120.57 Additional procedures for particular cases.-

- (3) ADDITIONAL PROCEDURES APPLICABLE TO PROTESTS TO CONTRACT SOLICITATION OR AWARD.—Agencies subject to this chapter shall use the uniform rules of procedure, which provide procedures for the resolution of protests arising from the contract solicitation or award process. Such rules shall at least provide that:
 - (d) 1. The agency shall provide an opportunity to resolve

Page 12 of 37

PCB GAAC 10-05.DOCX

306

307

308

309

310

311

312

313

314

315

316

317

318

319

320

321

322

323

324

325

326

327

328

329

330

331

332

333

the protest by mutual agreement between the parties within 7 days, excluding Saturdays, Sundays, and state holidays, after receipt of a formal written protest.

- 2. If the subject of a protest is not resolved by mutual agreement within 7 days, excluding Saturdays, Sundays, and state holidays, after receipt of the formal written protest, and if there is no disputed issue of material fact, an informal proceeding shall be conducted pursuant to subsection (2) and applicable agency rules before a person whose qualifications have been prescribed by rules of the agency.
- 3. If the subject of a protest is not resolved by mutual agreement within 7 days, excluding Saturdays, Sundays, and state holidays, after receipt of the formal written protest, and if there is a disputed issue of material fact, the agency shall refer the protest to the division by electronic means through the division's website for proceedings under subsection (1).

Section 17. Section 120.585, Florida Statutes, is created to read:

120.585 Electronic filing.—All documents filed with the division must be filed by electronic means through the division's website. However, an exception to this electronic filing requirement shall be granted to any party upon the delivery of a written request to the chief judge by certified mail. The chief judge may decline the written request for an exception if, within 10 days after receipt of the written request, the chief judge sufficiently demonstrates that electronic filing is not a hardship on the party requesting the exception.

Section 18. Section 287.05721, Florida Statutes, is amended to read:

287.05721 Definitions.—As used in ss. 287.0571-287.0574 , the term:

- (1) "Council" means the Council on Efficient Government.
- (2) "outsource" means the process of contracting with a vendor to provide a service as defined in s. 216.011(1)(f), in whole or in part, or an activity as defined in s. 216.011(1)(rr), while a state agency retains the responsibility and accountability for the service or activity and there is a transfer of management responsibility for the delivery of resources and the performance of those resources.
 - Section 19. <u>Section 287.0573, Florida Statutes, is</u> repealed.
 - Section 20. Section 287.0574, Florida Statutes, is amended to read:
 - 287.0574 Business cases to outsource; review and analysis; requirements.—
 - (1) A business case to outsource having a projected cost exceeding \$10 million in any fiscal year shall require:
 - (a) An initial business case analysis conducted by the state agency and submitted to the council, the Governor, the President of the Senate, and the Speaker of the House of Representatives at least 60 days before a solicitation is issued. The council shall evaluate the business case analysis and submit an advisory report to the state agency, the Governor, the President of the Senate, and the Speaker of the House of Representatives when the advisory report is completed, but at

Page 14 of 37

PCB GAAC 10-05.DOCX

362

363

364

365

366

374

375

376

377

378

379

380

381

382

383

384

385

386

387

388

389

least 30 days before the agency issues the solicitation.

- (b) A final business case analysis conducted by the state agency and submitted after the conclusion of any negotiations, at least 30 days before execution of a contract, to the council, the Governor, the President of the Senate, and the Speaker of the House of Representatives.
- (2) A proposal to outsource having a projected cost that ranges from \$1 million to \$10 million in any fiscal year shall require:
- (a) An initial business case analysis conducted by the state agency and submission of the business case, at least 30 days before issuing a solicitation, to the council, the Governor, the President of the Senate, and the Speaker of the House of Representatives.
- (b) A final business case analysis conducted by the state agency and submitted after the conclusion of any negotiations, at least 30 days before execution of a contract, to the council, the Governor, the President of the Senate, and the Speaker of the House of Representatives.
- (3) A business case to outsource having a projected cost that is less than \$1 million in any fiscal year shall require a final business case analysis conducted by the state agency after the conclusion of any negotiations and provided at least 30 days before execution of a contract to the <u>department</u> council. The council shall provide such business cases in its annual report to the <u>Legislature</u>.
- (4) For any proposed outsourcing, the state agency shall develop a business case that justifies the proposal to

Page 15 of 37

outsource. In order to reduce any administrative burden, the council may allow a state agency may to submit the business case in the form required by the budget instructions issued pursuant to s. 216.023(4)(a)7., augmented with additional information if necessary, to ensure that the requirements of this section are met. The business case is not subject to challenge or protest pursuant to chapter 120. The business case must include, but need not be limited to:

- (a) A detailed description of the service or activity for which the outsourcing is proposed.
- (b) A description and analysis of the state agency's current performance, based on existing performance metrics if the state agency is currently performing the service or activity.
- (c) The goals desired to be achieved through the proposed outsourcing and the rationale for such goals.
- (d) A citation to the existing or proposed legal authority for outsourcing the service or activity.
- (e) A description of available options for achieving the goals. If state employees are currently performing the service or activity, at least one option involving maintaining state provision of the service or activity shall be included.
- (f) An analysis of the advantages and disadvantages of each option, including, at a minimum, potential performance improvements and risks.
- (g) A description of the current market for the contractual services that are under consideration for outsourcing.

Page 16 of 37

- A cost-benefit analysis documenting the direct and indirect specific baseline costs, savings, and qualitative and quantitative benefits involved in or resulting from the implementation of the recommended option or options. Such analysis must specify the schedule that, at a minimum, must be adhered to in order to achieve the estimated savings. All elements of cost must be clearly identified in the cost-benefit analysis, described in the business case, and supported by applicable records and reports. The state agency head shall attest that, based on the data and information underlying the business case, to the best of his or her knowledge, all projected costs, savings, and benefits are valid and achievable. As used in this section, the term "cost" means the reasonable, relevant, and verifiable cost, which may include, but is not limited to, elements such as personnel, materials and supplies, services, equipment, capital depreciation, rent, maintenance and repairs, utilities, insurance, personnel travel, overhead, and interim and final payments. The appropriate elements shall depend on the nature of the specific initiative. As used in this section, the term "savings" means the difference between the direct and indirect actual annual baseline costs compared to the projected annual cost for the contracted functions or responsibilities in any succeeding state fiscal year during the term of the contract.
- (i) A description of differences among current state agency policies and processes and, as appropriate, a discussion of options for or a plan to standardize, consolidate, or revise current policies and processes, if any, to reduce the

Page 17 of 37

PCB GAAC 10-05.DOCX

446

447

448

449

450

451

452

453

454

455

456

457

458

459

460

461

462

463

464

465

466

467

468

469

470

471

472

473

customization of any proposed solution that would otherwise be required.

- (j) A description of the specific performance standards that must, at a minimum, be met to ensure adequate performance.
- (k) The projected timeframe for key events from the beginning of the procurement process through the expiration of a contract.
- (1) A plan to ensure compliance with the public records law.
- (m) A specific and feasible contingency plan addressing contractor nonperformance and a description of the tasks involved in and costs required for its implementation.
- (n) A state agency's transition plan for addressing changes in the number of agency personnel, affected business processes, employee transition issues, and communication with affected stakeholders, such as agency clients and the public. The transition plan must contain a reemployment and retraining assistance plan for employees who are not retained by the state agency or employed by the contractor.
- (o) A plan for ensuring access by persons with disabilities in compliance with applicable state and federal law.
- (p) A description of legislative and budgetary actions necessary to accomplish the proposed outsourcing.
- (5) In addition to the contract requirements provided in s. 287.058, each contract for a proposed outsourcing, pursuant to this section, must include, but need not be limited to, the following contractual provisions:

Page 18 of 37

- (a) A scope-of-work provision that clearly specifies each service or deliverable to be provided, including a description of each deliverable or activity that is quantifiable, measurable, and verifiable. This provision must include a clause that states if a particular service or deliverable is inadvertently omitted or not clearly specified but determined to be operationally necessary and verified to have been performed by the agency within the 12 months before the execution of the contract, such service or deliverable will be provided by the contractor through the identified contract-amendment process.
- (b) A service-level-agreement provision describing all services to be provided under the terms of the agreement, the state agency's service requirements and performance objectives, specific responsibilities of the state agency and the contractor, and the process for amending any portion of the service-level agreement. Each service-level agreement must contain an exclusivity clause that allows the state agency to retain the right to perform the service or activity, directly or with another contractor, if service levels are not being achieved.
- (c) A provision that identifies all associated costs, specific payment terms, and payment schedules, including provisions governing incentives and financial disincentives and criteria governing payment.
- (d) A provision that identifies a clear and specific transition plan that will be implemented in order to complete all required activities needed to transfer the service or activity from the state agency to the contractor and operate the

Page 19 of 37

PCB GAAC 10-05.DOCX

service or activity successfully.

- (e) A performance-standards provision that identifies all required performance standards, which must include, at a minimum:
- 1. Detailed and measurable acceptance criteria for each deliverable and service to be provided to the state agency under the terms of the contract which document the required performance level.
- 2. A method for monitoring and reporting progress in achieving specified performance standards and levels.
- 3. The sanctions or disincentives that shall be imposed for nonperformance by the contractor or state agency.
- (f) A provision that requires the contractor and its subcontractors to maintain adequate accounting records that comply with all applicable federal and state laws and generally accepted accounting principles.
- (g) A provision that authorizes the state agency to have access to and to audit all records related to the contract and subcontracts, or any responsibilities or functions under the contract and subcontracts, for purposes of legislative oversight, and a requirement for audits by a service organization in accordance with professional auditing standards, if appropriate.
- (h) A provision that requires the contractor to interview and consider for employment with the contractor each displaced state employee who is interested in such employment.
- (i) A contingency-plan provision that describes the mechanism for continuing the operation of the service or

Page 20 of 37

activity, including transferring the service or activity back to the state agency or successor contractor if the contractor fails to perform and comply with the performance standards and levels of the contract and the contract is terminated.

- (j) A provision that requires the contractor and its subcontractors to comply with public records laws, specifically to:
- 1. Keep and maintain the public records that ordinarily and necessarily would be required by the state agency in order to perform the service or activity.
- 2. Provide the public with access to such public records on the same terms and conditions that the state agency would provide the records and at a cost that does not exceed that provided in chapter 119 or as otherwise provided by law.
- 3. Ensure that records that are exempt or records that are confidential and exempt are not disclosed except as authorized by law.
- 4. Meet all requirements for retaining records and transfer to the state agency, at no cost, all public records in possession of the contractor upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt. All records stored electronically must be provided to the state agency in a format that is compatible with the information technology systems of the state agency.
- (k) A provision that addresses ownership of intellectual property. This paragraph does not provide the specific authority needed by an agency to obtain a copyright or trademark.
 - (1) If applicable, a provision that allows the agency to

Page 21 of 37

558

559

560

561

562

563

564

565

566

567568

569

570571

572

573

574

575

576

577

578

579

580

581

582

583

584

585

purchase from the contractor, at its depreciated value, assets used by the contractor in the performance of the contract. If assets have not depreciated, the agency shall retain the right to negotiate to purchase at an agreed-upon cost.

Section 21. Subsection (2) and paragraph (e) of subsection (3) of section 287.0943, Florida Statutes, are amended to read: 287.0943 Certification of minority business enterprises.—

- (2) (a) The office is hereby directed to convene a "Minority Business Certification Task Force." The task force shall meet as often as necessary, but no less frequently than annually.
- (b) The task force shall be regionally balanced and comprised of officials representing the department, counties, municipalities, school boards, special districts, and other political subdivisions of the state who administer programs to assist minority businesses in procurement or development in government-sponsored programs. The following organizations may appoint two members each of the task force who fit the description above:
 - 1. The Florida League of Cities, Inc.
 - 2. The Florida Association of Counties.
 - 3. The Florida School Boards Association, Inc.
 - 4. The Association of Special Districts.
- 5. The Florida Association of Minority Business Enterprise
 Officials.
- 6. The Florida Association of Government Purchasing Officials.

PCB GAAC 10-05.DOCX

Page 22 of 37

In addition, the Office of Supplier Diversity shall appoint seven members consisting of three representatives of minority business enterprises, one of whom should be a woman business owner, two officials of the office, and two at-large members to ensure balance. The chairperson of the Legislative Committee on Intergovernmental Relations or a designee shall be a member of the task force, ex officio. A quorum shall consist of one-third of the current members, and the task force may take action by majority vote. Any vacancy may only be filled by the organization or agency originally authorized to appoint the position.

- (c) The purpose of the task force will be to propose uniform criteria and procedures by which participating entities and organizations can qualify businesses to participate in procurement or contracting programs as certified minority business enterprises in accordance with the certification criteria established by law.
- (d) A final list of the criteria and procedures proposed by the task force shall be considered by the secretary. The task force may seek technical assistance from qualified providers of technical, business, and managerial expertise to ensure the reliability of the certification criteria developed.
- (a) (e) In assessing the status of ownership and control, certification criteria shall, at a minimum:
- 1. Link ownership by a minority person, as defined in s. 288.703(3), or as dictated by the legal obligations of a certifying organization, to day-to-day control and financial risk by the qualifying minority owner, and to demonstrated

Page 23 of 37

PCB GAAC 10-05.DOCX

expertise or licensure of a minority owner in any trade or profession that the minority business enterprise will offer to the state when certified. Businesses must comply with all state licensing requirements prior to becoming certified as a minority business enterprise.

- If present ownership was obtained by transfer, require 2. the minority person on whom eligibility is based to have owned at least 51 percent of the applicant firm for a minimum of 2 years, when any previous majority ownership interest in the firm was by a nonminority who is or was a relative, former employer, or current employer of the minority person on whom eligibility is based. This requirement shall not apply to minority persons who are otherwise eligible who take a 51-percent-or-greater interest in a firm that requires professional licensure to operate and who will be the qualifying licenseholder for the firm when certified. A transfer made within a related immediate family group from a nonminority person to a minority person in order to establish ownership by a minority person shall be deemed to have been made solely for purposes of satisfying certification criteria and shall render such ownership invalid for purposes of qualifying for such certification if the combined total net asset value of all members of such family group exceeds \$1 million. For purposes of this subparagraph, the term "related immediate family group" means one or more children under 16 years of age and a parent of such children or the spouse of such parent residing in the same house or living unit.
- 3. Require that prospective certified minority business enterprises be currently performing or seeking to perform a

Page 24 of 37

642

643

644

645

646

647

648

649

650

651

652

653

654655

656

657

658

659

660

661

662

663

664

665

666

667

668

669

useful business function. A "useful business function" is defined as a business function which results in the provision of materials, supplies, equipment, or services to customers. Acting as a conduit to transfer funds to a nonminority business does not constitute a useful business function unless it is done so in a normal industry practice. As used in this section, the term "acting as a conduit" means, in part, not acting as a regular dealer by making sales of material, goods, or supplies from items bought, kept in stock, and regularly sold to the public in the usual course of business. Brokers, manufacturer's representatives, sales representatives, and nonstocking distributors are considered as conduits that do not perform a useful business function, unless normal industry practice dictates.

- (b)(f) When a business receives payments or awards exceeding \$100,000 in one fiscal year, a review of its certification status or an audit will be conducted within 2 years. In addition, random reviews or audits will be conducted as deemed appropriate by the Office of Supplier Diversity.
- (c) (g) The certification criteria approved by the task force and adopted by the Department of Management Services shall be included in a statewide and interlocal agreement as defined in s. 287.09431 and, in accordance with s. 163.01, shall be executed according to the terms included therein.
- (d) (h) The certification procedures should allow an applicant seeking certification to designate on the application form the information the applicant considers to be proprietary, confidential business information. As used in this paragraph,

Page 25 of 37

PCB GAAC 10-05.DOCX

"proprietary, confidential business information" includes, but is not limited to, any information that would be exempt from public inspection pursuant to the provisions of chapter 119; trade secrets; internal auditing controls and reports; contract costs; or other information the disclosure of which would injure the affected party in the marketplace or otherwise violate s. 286.041. The executor in receipt of the application shall issue written and final notice of any information for which noninspection is requested but not provided for by law.

(e)(i) A business that is certified under the provisions of the statewide and interlocal agreement shall be deemed a certified minority enterprise in all jurisdictions or organizations where the agreement is in effect, and that business is deemed available to do business as such within any such jurisdiction or with any such organization statewide. All state agencies must accept minority business enterprises certified in accordance with the statewide and interlocal agreement of s. 287.09431, and that business shall also be deemed a "certified minority business enterprise" as defined in s. 288.703. However, any governmental jurisdiction or organization that administers a minority business purchasing program may reserve the right to establish further certification procedures necessary to comply with federal law.

(j) The statewide and interlocal agreement shall be guided by the terms and conditions found therein and may be amended at any meeting of the task force and subsequently adopted by the secretary of the Department of Management Services. The amended agreement must be enacted, initialed, and legally executed by at

Page 26 of 37

PCB GAAC 10-05.DOCX

least two-thirds of the certifying entities party to the existing agreement and adopted by the state as originally executed in order to bind the certifying entity.

(k) The task force shall meet for the first time no later than 45 days after the effective date of this act.

(3)

(e) Any participating program receiving three or more challenges to its certification decisions pursuant to subsection (4) from other organizations that are executors to the statewide and interlocal agreement, shall be subject to a review by the office, as provided in paragraphs (a) and (b), of the organization's capacity to perform under such agreement and in accordance with the <u>certification</u> core criteria <u>established by the task force</u>. The office shall submit a report to the secretary of the Department of Management Services regarding the results of the review.

Section 22. Subsection (1) of section 287.0947, Florida Statutes, is amended to read:

287.0947 Florida Advisory Council on Small and Minority Business Development; creation; membership; duties.—

(1) On or after October 1, 2010 1996, the secretary of the Department of Management Services Labor and Employment Security may create the Florida Advisory Council on Small and Minority Business Development with the purpose of advising and assisting the Office of Supplier Diversity secretary in carrying out the office's secretary's duties with respect to minority businesses and economic and business development. It is the intent of the Legislature that the membership of such council include

Page 27 of 37

PCB GAAC 10-05.DOCX

practitioners, laypersons, financiers, and others with business development experience who can provide invaluable insight and expertise for this state in the diversification of its markets and networking of business opportunities. The council shall initially consist of 19 persons, each of whom is or has been actively engaged in small and minority business development, either in private industry, in governmental service, or as a scholar of recognized achievement in the study of such matters. Initially, the council shall consist of members representing all regions of the state and shall include at least one member from each group identified within the definition of "minority person" in s. 288.703(3), considering also gender and nationality subgroups, and shall consist of the following:

- (a) Four members consisting of representatives of local and federal small and minority business assistance programs or community development programs.
- (b) Eight members composed of representatives of the minority private business sector, including certified minority business enterprises and minority supplier development councils, among whom at least two shall be women and at least four shall be minority persons.
- (c) Two representatives of local government, one of whom shall be a representative of a large local government, and one of whom shall be a representative of a small local government.
- (d) Two representatives from the banking and insurance industry.
- (e) Two members from the private business sector, representing the construction and commodities industries.

Page 28 of 37

(f) The chairperson of the Florida Black Business Investment Board or the chairperson's designee.

784

785

786

787

788

789

790

791792

793

794

795

796

797

798

799

800

801

802

803

804

805

806

807

808

809

782

783

A candidate for appointment may be considered if eligible to be certified as an owner of a minority business enterprise, or if otherwise qualified under the criteria above. Vacancies may be filled by appointment of the secretary, in the manner of the original appointment.

Section 23. Subsections (1) and (8) of section 440.192, Florida Statutes, are amended to read:

440.192 Procedure for resolving benefit disputes.-

Any employee may, for any benefit that is ripe, due, and owing, file by certified mail, or by electronic means approved by the Deputy Chief Judge, with the Office of the Judges of Compensation Claims a petition for benefits which meets the requirements of this section and the definition of specificity in s. 440.02. An employee may request an exception to the electronic filing requirement upon the employee delivering a written request to the Chief Judge by certified mail. However, the Chief Judge may decline such request if, within 10 days after receipt of the written request, the Chief Judge sufficiently demonstrates that electronic filing is not a hardship on the party requesting the exception. The department shall inform employees of the location of the Office of the Judges of Compensation Claims and the office's website address for purposes of filing a petition for benefits. The employee shall also serve copies of the petition for benefits by certified mail, or by electronic means approved by the Deputy

Page 29 of 37

PCB GAAC 10-05.DOCX

Chief Judge, upon the employer and the employer's carrier. The Deputy Chief Judge shall refer the petitions to the judges of compensation claims.

- Within 14 days after receipt of a petition for benefits by certified mail or by approved electronic means, the carrier must either pay the requested benefits without prejudice to its right to deny within 120 days from receipt of the petition or file a response to petition with the Office of the Judges of Compensation Claims. The response shall be filed by electronic means approved by the Deputy Chief Judge. The carrier must list all benefits requested but not paid and explain its justification for nonpayment in the response to petition. A carrier that does not deny compensability in accordance with s. 440.20(4) is deemed to have accepted the employee's injuries as compensable, unless it can establish material facts relevant to the issue of compensability that could not have been discovered through reasonable investigation within the 120-day period. The carrier shall provide copies of the response to the filing party, employer, and claimant by certified mail or by electronic means approved by the Deputy Chief Judge.
- Section 24. Subsection (1) and paragraphs (a), (c), and (e) of subsection (4) of section 440.25, Florida Statutes, are amended to read:
 - 440.25 Procedures for mediation and hearings.-
- (1) Forty days after a petition for benefits is filed under s. 440.192, the judge of compensation claims shall notify the interested parties by order that a mediation conference concerning such petition has been scheduled unless the parties

Page 30 of 37

PCB GAAC 10-05.DOCX

810

811

812

813

814

815816

817

818

819

820

821

822823

824

825

826

827

828

829

830

831

832

833

834

835

836

837

have notified the judge of compensation claims that a private mediation has been held or is scheduled to be held. A mediation, whether private or public, shall be held within 130 days after the filing of the petition. Such order must give the date the mediation conference is to be held. Such order may be served personally upon the interested parties or may be sent to the interested parties by mail or by electronic means approved by the Deputy Chief Judge. If multiple petitions are pending, or if additional petitions are filed after the scheduling of a mediation, the judge of compensation claims shall consolidate all petitions into one mediation. The claimant or the adjuster of the employer or carrier may, at the mediator's discretion, attend the mediation conference by telephone or, if agreed to by the parties, other electronic means. A continuance may be granted upon the agreement of the parties or if the requesting party demonstrates to the judge of compensation claims that the reason for requesting the continuance arises from circumstances beyond the party's control. Any order granting a continuance must set forth the date of the rescheduled mediation conference. A mediation conference may not be used solely for the purpose of mediating attorney's fees.

- (4)(a) If the parties fail to agree to written submission of pretrial stipulations, the judge of compensation claims shall conduct a live pretrial hearing. The judge of compensation claims shall give the interested parties at least 14 days' advance notice of the pretrial hearing by mail or by electronic means approved by the Deputy Chief Judge.
 - (c) The judge of compensation claims shall give the

Page 31 of 37

838

839

840

841

842

843

844

845

846

847

848

849850

851

852

853

854

855

856

857

858

859

860

861

862

863

864

865

interested parties at least 14 days' advance notice of the final hearing, served upon the interested parties by mail or by electronic means approved by the Deputy Chief Judge.

- (e) The order making an award or rejecting the claim, referred to in this chapter as a "compensation order," shall set forth the findings of ultimate facts and the mandate; and the order need not include any other reason or justification for such mandate. The compensation order shall be filed in the Office of the Judges of Compensation Claims at Tallahassee. A copy of such compensation order shall be sent by mail or by electronic means approved by the Deputy Chief Judge to the parties and attorneys of record and any parties not represented by an attorney at the last known address of each, with the date of mailing noted thereon.
- Section 25. Subsection (3) of section 440.29, Florida Statutes, is amended to read:
 - 440.29 Procedure before the judge of compensation claims.-
- (3) The practice and procedure before the judges of compensation claims shall be governed by rules adopted by the Office of the Judges of Compensation Claims Supreme Court, except to the extent that such rules conflict with the provisions of this chapter.
- Section 26. Subsection (4) of section 440.45, Florida Statutes, is amended to read:
 - 440.45 Office of the Judges of Compensation Claims.-
- (4) The Office of the Judges of Compensation Claims shall adopt rules to <u>effectuate</u> <u>effect</u> the purposes of this section. Such rules shall include procedural rules applicable to workers'

Page 32 of 37

PCB GAAC 10-05.DOCX

compensation claim resolution, including rules requiring electronic filing and service where deemed appropriate by the Deputy Chief Judge, and uniform criteria for measuring the performance of the office, including, but not limited to, the number of cases assigned and resolved disposed, the age of pending and resolved disposed cases, timeliness of decisions decisionmaking, extraordinary fee awards, and other data necessary for the judicial nominating commission to review the performance of judges as required in paragraph (2)(c). The workers' compensation rules of procedure approved by the Supreme Court apply until the rules adopted by the Office of the Judges of Compensation Claims pursuant to this section become effective.

Section 27. Paragraph (b) of subsection (4) of section 553.73, Florida Statutes, is amended to read:

553.73 Florida Building Code.-

910 (4)

- (b) Local governments may, subject to the limitations of this section, adopt amendments to the technical provisions of the Florida Building Code which apply solely within the jurisdiction of such government and which provide for more stringent requirements than those specified in the Florida Building Code, not more than once every 6 months. A local government may adopt technical amendments that address local needs if:
- 1. The local governing body determines, following a public hearing which has been advertised in a newspaper of general circulation at least 10 days before the hearing, that there is a

Page 33 of 37

PCB GAAC 10-05.DOCX

need to strengthen the requirements of the Florida Building Code. The determination must be based upon a review of local conditions by the local governing body, which review demonstrates by evidence or data that the geographical jurisdiction governed by the local governing body exhibits a local need to strengthen the Florida Building Code beyond the needs or regional variation addressed by the Florida Building Code, that the local need is addressed by the proposed local amendment, and that the amendment is no more stringent than necessary to address the local need.

- 2. Such additional requirements are not discriminatory against materials, products, or construction techniques of demonstrated capabilities.
- 3. Such additional requirements may not introduce a new subject not addressed in the Florida Building Code.
- 4. The enforcing agency shall make readily available, in a usable format, all amendments adopted pursuant to this section.
- 5. Any amendment to the Florida Building Code shall be transmitted within 30 days by the adopting local government to the commission. The commission shall maintain copies of all such amendments in a format that is usable and obtainable by the public. Local technical amendments shall not become effective until 30 days after the amendment has been received and published by the commission.
- 6. Any amendment to the Florida Building Code adopted by a local government pursuant to this paragraph shall be effective only until the adoption by the commission of the new edition of the Florida Building Code every third year. At such time, the

Page 34 of 37

commission shall review such amendment for consistency with the criteria in paragraph (8)(a) and adopt such amendment as part of the Florida Building Code or rescind the amendment. The commission shall immediately notify the respective local government of the rescission of any amendment. After receiving such notice, the respective local government may readopt the rescinded amendment pursuant to the provisions of this paragraph.

- 7. Each county and municipality desiring to make local technical amendments to the Florida Building Code shall by interlocal agreement establish a countywide compliance review board to review any amendment to the Florida Building Code, adopted by a local government within the county pursuant to this paragraph, that is challenged by any substantially affected party for purposes of determining the amendment's compliance with this paragraph. If challenged, the local technical amendments shall not become effective until time for filing an appeal pursuant to subparagraph 8. has expired or, if there is an appeal, until the commission issues its final order determining the adopted amendment is in compliance with this subsection.
- 8. If the compliance review board determines such amendment is not in compliance with this paragraph, the compliance review board shall notify such local government of the noncompliance and that the amendment is invalid and unenforceable until the local government corrects the amendment to bring it into compliance. The local government may appeal the decision of the compliance review board to the commission. If

Page 35 of 37

PCB GAAC 10-05.DOCX

the compliance review board determines such amendment to be in compliance with this paragraph, any substantially affected party may appeal such determination to the commission. Any such appeal shall be filed with the commission within 14 days of the board's written determination. The commission shall promptly refer the appeal to the Division of Administrative Hearings by electronic means through the division's website for the assignment of an administrative law judge. The administrative law judge shall conduct the required hearing within 30 days, and shall enter a recommended order within 30 days of the conclusion of such hearing. The commission shall enter a final order within 30 days thereafter. The provisions of chapter 120 and the uniform rules of procedure shall apply to such proceedings. The local government adopting the amendment that is subject to challenge has the burden of proving that the amendment complies with this paragraph in proceedings before the compliance review board and the commission, as applicable. Actions of the commission are subject to judicial review pursuant to s. 120.68. The compliance review board shall determine whether its decisions apply to a respective local jurisdiction or apply countywide.

9. An amendment adopted under this paragraph shall include a fiscal impact statement which documents the costs and benefits of the proposed amendment. Criteria for the fiscal impact statement shall include the impact to local government relative to enforcement, the impact to property and building owners, as well as to industry, relative to the cost of compliance. The fiscal impact statement may not be used as a basis for challenging the amendment for compliance.

Page 36 of 37

PCB GAAC 10-05.DOCX

978

979

980

981

982

983

984

985

986

987

988

989

990

991

992

993

994

995

996

997

998

999

1000

1001

1002

1003

1004

1005

10. In addition to subparagraphs 7. and 9., the commission may review any amendments adopted pursuant to this subsection and make nonbinding recommendations related to compliance of such amendments with this subsection.

Section 28. <u>Subsection (1) of section 760.03, Florida</u>
Statutes, is reenacted.

Section 29. Paragraph (b) of subsection (4) of section 961.03, Florida Statutes, is amended to read:

961.03 Determination of status as a wrongfully incarcerated person; determination of eligibility for compensation.—

(4)

(b) If the prosecuting authority responds as set forth in paragraph (2)(b), and the court determines that the petitioner is eligible under the provisions of s. 961.04, but the prosecuting authority contests the nature, significance or effect of the evidence of actual innocence, or the facts related to the petitioner's alleged wrongful incarceration, the court shall set forth its findings and transfer the petition by electronic means through the division's website to the division for findings of fact and a recommended determination of whether the petitioner has established that he or she is a wrongfully incarcerated person who is eligible for compensation under this act.

Section 30. This act shall take effect July 1, 2010.

Page 37 of 37